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| District 05-02                          | <b>Department of General Services</b><br>Records Management Division<br>7275 Waterloo Road (Rte. 175)<br>P.O. Box 275<br>Jessup, Maryland 20794-0275 | <u>51469-2432</u><br><br>Forward three (3) copies<br>to address at left. |
| <b>Court</b> <b>Date</b>                |  |  |
| Prince George's County - Upper Marlboro |  |  |
| <b>County</b>                           |  |  |

## PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

| No.             | Description of Records (Same Title as listed on Schedule) | Authorization             |                    | Inclusive Dates of<br>Records Destroyed | Volume<br>Cubic Feet | Date of<br>Disposal | Method of<br>Disposal |
|-----------------|---|---------------------------|--------------------|---|----------------------|---------------------|-----------------------|
|                 |   | Retention<br>Schedule No. | Item No.           |   |                      |                     |                       |
| 1.              | Fiscal/Accounting<br><br>Paid Interpreter Invoices        | 2219                      | Sect V<br>Item 1c. | Jan. 1, 2006<br>through<br>Dec 31, 2006 | 2 boxes              | NOV - 8 2013        | Shred                 |
| Closed in _____ |   |                           |                    |   |                      |                     |                       |

**Destruction Approved by Maryland State Archives**

8-26  
Date

TuBak  
State Archivist

Ken G. Owen  
Signature of Court Official

**Destruction Certification**  
Supv. I  
Title

11-8-13  
Date



|   |  |  |
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|                 |   | Retention<br>Schedule No. | Item No.           |   |                      |                     |                       |
| 1.              | Fiscal/Accounting<br><br>Paid Interpreter Invoices        | 2219                      | Sect V<br>Item 1c. | Jan 1, 2008,<br>through<br>Dec 31, 2008 | 2 boxes              | NOV - 8 2013        | Shred                 |
| Closed in _____ |   |                           |                    |   |                      |                     |                       |

**Destruction Approved by Maryland State Archives**

8-26-13                      Tim Ball  
 Date                              State Archivist

**Destruction Certification**

King G. Owens                      Supv. I                      11-8-13  
 Signature of Court Official                      Title                      Date

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|                 |   | Retention<br>Schedule No. | Item No.           |   |                      |                     |                       |
| 1.              | Fiscal/Accounting<br><br>Paid Interpreter Invoices        | 2219                      | Sect V<br>Item 1c. | Jan 1, 2009<br>through<br>Dec 31, 2009  | 2 boxes              | NOV - 8 2013        | Shred                 |
| Closed in _____ |   |                           |                    |   |                      |                     |                       |

**Destruction Approved by Maryland State Archives**

8-26  
Date

Tim Bor  
State Archivist

K. J. Owen  
Signature of Court Official

**Destruction Certification**

Supv. I  
Title

11-8-13  
Date